

**CITY OF HIGHLAND**  
**CEMETERY BOARD OF MANAGERS**  
**Minutes– 4:00 pm Wed, April 22, 2015**

The meeting of the Cemetery Board of Managers was called to order at 4:00 P.M. on Wednesday April 22, 2015 at the City of Highland City Hall council chambers in Highland, Illinois by Steve Thiems

PRESENT: Steve Thiems (President), Dennis Rinderer (Secretary), Cliff Couch (Treasurer), Mark Latham (City Manager), Kelly Korte (Director of Finance), Mark Rosen (Parks Director) and Brad Koehnemann.

**A) The Minutes** of the January 28, 2015 meeting were reviewed and approved with a motion by Steve that was seconded by Dennis. Motion carried.

**B) Review Finances:** The List of Investments as of March 31, 2015 was distributed. The finance report was accepted by all members in attendance.

**C) Old Business:**

**Cemetery Rules** – Steve is still working on updating the rules and they will continue to be discussed at future meetings.

**Cemetery Update** –Brad noted that since October they have been digging their own grave spaces and there have been no complaints and no overtime and they have been receiving compliments. Brad noted he would like to get some boulders to place on areas where people continue to drive on grassy areas near the roadway.

**Raeber Road Tree Line Contract Stipulations-** Mark Rosen stated we are still dumping dirt in this tree line area and this does not need to be completed until 2016 and they might be getting some trees to get this started.

**Interpretive Plan Signage Update-**Brad noted that he is working with Taylor Studios on placing the markers. He is hoping to be done by 5/18/15. Discussion was held concerning the proper placement of the markers and it was noted that Mark L will notify the press when this project is complete.

**Update on Cemetery Entrance Sign Relocation-**It was noted that we are waiting on public works to assist with building the berm.

**Update on Chapel Roof Repairs-**Motion made by Dennis and seconded by Cliff to approve a contract with ROR (Kevin Quitmeyer) in the amount of \$3,500 to repair the roof and to also have ROR to provide the board a quote to repair guttering and fascia.

**Security at Cemetery-**Discussion held concerning security risks with no action taken at this meeting. Discussion will continue at the next meeting.

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**E) Next Meeting:** Next Meeting Date – October 28, 2015 at 4 pm at City Hall, Highland, Illinois.

**F) Adjournment:** Meeting was adjourned at 4:30pm following a motion by Steve

Respectfully submitted  
Dennis Rinderer, Secretary